

NOTE FOR THE RECORD:

STATINTL

STATINTL

[redacted] Exec Sec/SAAC, called [redacted]
to say that he approved a cash award of \$50 for
[redacted] (See Minutes of the FAC meeting,
8 Sep 77, Item 4.)

STATINTL

30 August 1977

MEMORANDUM FOR: Executive Secretary
Suggestion and Achievement
Awards Committee

SUBJECT : Suggestion No. 77-293

REFERENCE : Your memo dtd 11Aug77, same subj, and
other background papers

STATINTL

In reference to your memo of 11 August concerning an
award for [redacted] in connection with the tunnel mural,
I recommend an award of \$25.00 to close the matter. I
make this recommendation acting on my own as Chairman of the
Fine Arts Commission.

STATINTL

[redacted]

Fine Arts Commission

Attachments:
ref documents

Orig & 1 - Exec Sec, SAAC w/refs
1 - FAC - Tunnel Graphic w/all refs
① - FAC - Employee Suggestions w/refs
JKK:tfk(29Aug77)



WASHINGTON, D.C. 20505

SUGGESTION AND ACHIEVEMENT AWARDS COMMITTEE

11 AUG 1977

MEMORANDUM FOR: Chairman, Fine Arts
Commission

SUBJECT : Suggestion No. 77-293

1. In reference to your 12 July 1977 note, this suggestion cannot just be dropped. Civil Service Commission rules state that a suggester's rights to an idea are not terminated with resignation/retirement. The only requirement is that the suggestion be submitted while the person is employed by the government; and [REDACTED] was an employee at the time of submission.

2. [REDACTED] checked with our office regarding the status of her Suggestion No. 77-293 prior to her departure. She clearly had the understanding that her suggestion CAUSED SOME ACTION.

3. Your memo of 26 July 1976 to [REDACTED] and her formal suggestion submission of 11 February 1977 (copies attached) clearly indicate to the Committee's Staff that [REDACTED] was the first to have something in writing on this subject and is deserving of recognition. Also, from the statement in the last sentence of paragraph 1 of the FAC Minutes of 28 January 1977, (copy attached), it seems recognition is due her. On the basis of that statement and anything else you may wish to convey to us at this time, I would have no problem recommending an award of at least \$100 based upon HIGH/LIMITED Intangible Benefits on the attached guide sheet.

4. We do not need a unanimous vote from FAC to take award action. A recommendation from you as Chairman will suffice.

[REDACTED]
Executive Secretary

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☐ SECRET

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: EXECUTIVE SECRETARY
SUGGESTION AND ACHIEVEMENT
AWARDS COMMITTEE
1001 AMES BUILDING

EXTENSION

NO.

77-293

DATE

10 June 1977

STATINTL

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

STATINTL

1. Chairman, FINE Arts

10 JUN 1977

12 JUL 1977

2. Commission
6G 00 Headquarters

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

EXECUTIVE SECRETARY
SUGGESTION AND ACHIEVEMENT
AWARDS COMMITTEE
1001 AMES BUILDING

13.

14.

15.

As you know, [redacted] seems to have had some influence in triggering a wall mural idea for Headquarters Building areas. Later, she submitted the attached suggestion STATINTL 11 February 1977.

Obviously, [redacted] idea had to be accepted before the competition could be started. Therefore, it appears as though she had an advisory role.

Would appreciate your recommendations as to the level of award believed warranted for this employee and the amount you recommend. Usually, we apply the Intangible Benefits Guide scale attached herewith. STATINTL

*resigned from the agency
The FAC was divided in
its view as to an award
for her. I recommend
that the matter be
dropped.*

12 JUL 1977

FORM

610 USE PREVIOUS EDITIONS

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☐ CONFIDE

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MINUTES

Fine Arts Commission Meeting

28 January 1977

PRESENT:

MEMBERS :



REPRESENTING: OL/LSD -
OLC -
DDI -
DDA -
DDO -
DCI -



1. Correction to Minutes of 9 November 1976 meeting,
Item 6: Supergraphics

[redacted] is not part of "Super Graphics, Inc." and does not
work for them part-time. [redacted] submitted "Super Graphics" literature
as a sample of what could be done in the Hqs corridors. [redacted] thanked
[redacted] for her idea which stimulated the FAC/Honor & Merit Awards
joint competition for a graphic design for the tunnel area at Hqs.

2. Welcome to New Members

[redacted] were welcomed as new members of
the Fine Arts Commission.

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TO WHOM IT MAY CONCERN

THE ACCEPTANCE BY ME OF A CASH AWARD FOR THIS SUGGESTION SHALL CONSTITUTE AN AGREEMENT THAT THE USE OF THE SUGGESTION BY THE UNITED STATES SHALL NOT FORM THE BASIS OF A FURTHER CLAIM OF ANY NATURE UPON THE UNITED STATES BY ME, MY HEIRS, OR ASSIGNS.

DATE

11 February 1977

SIGNATURE OF SUGGESTER

NAME OF SUGGESTER

☐ M

☒ M

POSITION TITLE

Secretary-Steno

GRADE

GS-6/3

ROOM

4C35-2B1405 HQS.

BUILDING

OFF/DIV/BRANCH

DDO/EUR

TELEPHONE

IF CONSULTATION IS REQUIRED, MAY WE REFER YOUR NAME TO THE EVALUATOR?

XX

YES

NO

TITLE OR SUBJECT OF SUGGESTION

Graphic Murals/Wall Designs for Hallways and Corridors

SUGGESTION NO.

77-293

PRESENT METHOD

New idea - not presently utilized.

I SUGGEST

Large graphic designs be painted in the long hallways and corridors of the Headquarters Building. Utilizing the 12 "standard" colors in the graphic designs to bring about fluidity and congruity of color scheme between the hallways and the colored doors.

NOTE: This suggestion has already been presented and accepted by the Fine Arts Commission to the effect of initiating an Agency-wide competition for a graphic design. (See attachments)

ADVANTAGES

The designs would break up the length of the corridors and make the space more pleasing to the eye; more attractive working environment.

FORM 244
(2-74)

USE PREVIOUS
EDITIONS

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RECEIVED
STATINTL
FEB 14 1 49 PM '77
STATINTL

DDA 77-0480

27 January 1977

MEMORANDUM FOR:


Chairman, Fine Arts Commission

STATINTL

FROM


Executive Officer, DDA

STATINTL

SUBJECT

: Graphic Mural for the Ground Floor
Tunnel Area

1. As I mentioned to you the other day, Jack Blake feels this is a good idea and certainly supports the concept.

2. Attached is a copy of a notice that might be submitted to announce the competition. There are certain things not included; for example, the actual painting to be done on an overtime basis, although there is no predisposition toward having the artists work for nothing. It is possible that, depending on the size and complexity of the mural, the painters could wind up making more money on an overtime basis than the prize-winning designer. The Fine Arts Commission might, at least, want to discuss the actual painting of the mural. Also, Jack indicated he is inclined to prefer a second and third prize, in the order of \$100 for second prize and \$50 for third prize.

3. I am sure that, after discussion at the FAC meeting, changes in the notice might well be necessary, and it certainly would cause no problem for us.


STATINTL

Attachment

PERSONNEL

HN [REDACTED]

STATINTL

January 1977

COMPETITION FOR DESIGN OF LARGE GRAPHIC MURAL

1. The CIA Fine Arts Commission is sponsoring a competition for the design of a large graphic mural. The objective is to add color, warmth and visual excitement to the drab Headquarters ground floor tunnel area and to encourage and utilize creative design talents.
2. All Agency employees, except members of the Fine Arts Commission, are eligible to participate in the contest. Entries should be submitted in full color on prepared scale drawings of the wall to be decorated. Those interested in participating should first obtain technical data by calling [REDACTED] STATINTL. Completed entries should be submitted to the Chairman of the Fine Arts Commission, 6G 00 Headquarters, no later than 29 April 1977.
3. Designs will be judged and the winners selected by the Fine Arts Commission with outside assistance of graphic consultants. The originator of the design selected will be nominated by the Fine Arts Commission for a \$500 honorarium under the Agency's Suggestion and Achievement Awards Program. Appropriate recognition will also be recommended for second and third place winners. Production of the mural will be supervised by the

winning designer.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:


JOHN F. BLAKE
DEPUTY DIRECTOR
FOR
ADMINISTRATION

DISTRIBUTION: All Employees

AGENDA

FINE ARTS COMMISSION MEETING
28 January 1977
1000 Hours
Room 7E32 Hdqs.

STATINTL

1. Welcome new members 
- ★ 2. FAC/Honor & Merit Awards joint competition for graphic design for tunnel area at Hdqs. (Draft notice attached.) Jack Blake for Honor & Merit Awards
3. Request from Real Estate & Construction Division for planning assistance on new space. (space proposals... and allocation)
4. Need for new exhibits.
5. Mr. Bush's portrait - C. L. MacNally.
6. Space for storing/rotation of Melzac paintings at Printing Plant.
7. Scan scenic murals in windowless vaults.
8. Vote on carpeting.
9. Decoration of main floor inter-support columns.
10. "Fragmented Paintings" for Headquarters.

STATINT

D R A F T: [REDACTED] cfk (17Dec76)

HEADQUARTERS NOTICE

1. To add color, warmth and visual excitement to the drab Headquarters ground floor tunnel area and to encourage and utilize the creative design talents of Agency employees, the Fine Arts Commission and the Honor and Merit Awards Board are sponsoring jointly a competition for Agency employees to design a large graphic mural to decorate the area.

2. The competition is open to all Agency employees except members of the Fine Arts Commission. Entries should be submitted in full color on prepared scale drawings of the wall to be decorated. Designs will be judged and the winners selected by the Fine Arts Commission with outside assistance of graphic consultants.

3. The mural will be produced under the supervision of the winning designer. Execution of the mural will be by volunteers from Agency graphic shops who will be paid overtime for their work.

4. Those interested in participating in the contest may obtain technical data by calling [REDACTED] Completed entries should be submitted to the Chairman of the Fine Arts Commission, 6G00, no later than 1 March 1977.

STATINTL

★ 6. Supergraphics

STATINTL [REDACTED] Environmental Committee Member, displayed some sample designs suggested [REDACTED] to bring color to the long white corridors at Headquarters. [REDACTED] would make up the designs and paint them on the walls [REDACTED] using the 12 standard colors. There was some discussion of the best locations to try out such a program if it were implemented; the one that seemed most attractive to the group was the "tunnel" entrance on the Ground Floor.

[REDACTED]

7. Report from [REDACTED]a. Poster Originals

STATINTL [REDACTED] reported that she had not yet permanently installed any of the 50 Poster Originals prints purchased for display in public areas. However, several have been hung on a temporary basis in the Executive Dining Room; others will be rotated into the Dining Room after about a month.

b. Standard Carpet Tile

STATINTL [REDACTED] displayed a sample of the proposed new standard carpet tile, a loop carpet which is not expected to absorb as much dirt as the current one. The new carpeting has been installed on a temporary basis in Room 1J27 Headquarters (Credit Union space where the EAA store used to be). [REDACTED] asked that the FAC members take a look at the new carpeting before the next FAC meeting, so that we can vote on whether or not to switch to it.

c. Rehabilitated Furniture Program

STATINTL [REDACTED] discussed the current contract for the rehabilitated furniture program, which involved painting grey metal desks either black or white and cementing on formica tops and reupholstering chairs, indicating that the work was unsatisfactory and slow. She presented a proposal to switch companies, and showed a sample of the desk top it would use. The new company will be able to do the work in place; the only drawback is that it cannot do chairs. The Commission recommended that [REDACTED] look into contracting someone to reupholster the chairs before changing companies.

AGENDA

FINE ARTS COMMISSION MEETING

7 October 1976

1000 hours

Room 7E32 Hdqs.

1. Nominations for FAC Membership
2. OS Proposal for exhibit of personnel protection information and equipment
(Finalized proposal to be presented by representative from Office of Security)
3. Garden Club Project
-- approved by Mr. Blake [See memo dated 15 Sep 76]
[REDACTED] Garden Club President, invited to attend and present the Club's plan.)
- ★ 4. Use of Supergraphics in 1B and GE corridors
5. Status of Poster Originals hangings
[REDACTED] exhibit of same in Exec Dining Room
6. Exhibits after January
[REDACTED]
7. Corridor signs in [REDACTED]
(Report by [REDACTED])
8. Recommendations for improving working environment in [REDACTED]
[REDACTED]

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AGENDA

FINE ARTS COMMISSION MEETING
5 August 1976
1400 hours
Room 7E32 Hdqs.

1. Appointment of new member to the FAC
[REDACTED]

STATINTL

2. Garden Club project
[REDACTED] (Garden Club President, invited to attend)

STATINTL

3. OS proposal for exhibit of personnel protection information
and equipment
[REDACTED] (OS, invited to attend)

STATINTL

4. Exhibit Proposal by NPIC
[REDACTED] (to speak to this)

STATINTL

5. Agency and National flags as part of the Agency Memorial
in Headquarters main lobby
(Placed there temporarily, and members invited to look at
them before the August meeting)

- ★ 6. Supergraphics
-- See memo of 22 June from DDO Environmental Committee
Member and Ch/FAC reply
[REDACTED] (to speak to this)

STATINTL

7. Newly arrived posters from Posters Originals
[REDACTED] (to display these)

STATINTL

8. Signs proposed for Page Building
[REDACTED] (to speak to this)

STATINTL

9. Employee Suggestion re installation of mirrors in corridors
[REDACTED]

STATINTL

ADMINISTRATIVE - INTERNAL USE ONLY

22 June 1976

STATINTL

MEMORANDUM FOR: [REDACTED] DDI/D/GCR
[REDACTED] Fine Arts Commission

STATINTL

FROM : [REDACTED] DDO/EUR [REDACTED]
[REDACTED] Environmental Committee Member

STATINTL

SUBJECT : Proposal for Wall Designs in the Offices
and/or Hallways

1. In the minutes of FAC's meeting of 29 April 1976, items 8 and 9 concerned solutions to wall decor. If in fact, as stated in item 9, the number of standard paint colors is to be reduced, I propose that, should there be any excess of this "discontinued" paint, it be used to paint graphic designs in the long empty hallways and on large spans of plain wall space frequently found in the offices. By using the leftover paint, we would avoid costly waste.

2. It is the responsibility of the Environmental Committee to produce better working surroundings for all employees by utilizing the supplies at hand, if possible. An attractive office makes for a better atmosphere to work in...better atmosphere, better output. These graphic designs would also bring about fluidity and congruity of the colors now being used on the doors, as some of these same colors would be used in the designs.

3. With the purchase of the new "Poster Original" posters, item 8 in the minutes of FAC's 25 March 1976 meeting, for the reception areas; pictures and wall hangings for the public areas and front offices; I feel that the addition of a few of these graphic designs in the hallways and/or offices will suffice in contributing to the welfare of the other offices which might otherwise be missed in the redecorating procedures currently in progress.

4. Attached is a copy of a leaflet containing information about wall graphic designs and a designer, Tom Ewell, who can be contracted to carry out such projects.

STATINTL

Attachment: as stated, herewith [REDACTED]

STATINTL

(cc to [REDACTED], DDO Coordinator)

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26 July 1976

STATINTL

MEMORANDUM FOR: [REDACTED] DDO/EUR [REDACTED]
Environmental Committee Member

STATINTL

SUBJECT : Proposal for Wall Designs in the Offices
and/or Hallways

REFERENCE : Your Memorandum of 22 June 1976, same subject

1. Thank you for the suggestions in your 22 June memorandum.
2. On 8 June, the Fine Arts Commission withdrew its recommendation to reduce the Building Standard Paint Colors. The company which supplies the paint has replaced all substandard colors.
3. I have referred your suggestion concerning 'Super Graphics' to [REDACTED] in the Logistics Services Division. She is presently exploring the possibility of putting large garphics into one or two public areas. Putting permanent graphic designs on office walls is not practical because of the amount of space reconfiguration that takes place in the building.
4. The Fine Arts Commission is hopeful that, with the resources and expertise of [REDACTED] and the enthusiasm of people like yourself, all offices will be included in the current effort to provide a more enjoyable working environment.

STATINTL

STATINTL

STATINTL

[REDACTED]

Chairman
Fine Arts Commission

STATINTL

cc: [REDACTED] OL/LSD
[REDACTED] Environmental Committee Chairman

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